

CTAC RFP Questions and Answers

April 20, 2015

	Section	Question	Response
1.	B.03	Can DOE provide salary ranges for the incumbent employee labor categories so as to ensure necessary continuity and not negatively impact employee morale, which is vital to the WIPP recovery activities? If that information cannot be made available, we will utilize our market knowledge to develop market based salary rates and benefit packages. This may result in pay cuts to certain incumbent employees.	That information is not available. The RFP provides labor qualifications for each position. Section L.23 also allows contact with incumbent employees about future employment except where prohibited by law. These contacts must take place outside the normal working hours of the employees.
2.	L.31	<p>Proposal Preparation Instructions, Volume II-Technical Proposal, for Criterion 1 – Past Performance, states:</p> <p>“The Offeror, including each entity comprising the teaming arrangement, shall submit an Attachment L-3, Past Performance and Relevant Experience Reference Information Form for three (3) contracts or projects.”</p> <p>The instructions define the “Offeror” to include any entity “comprising the teaming arrangements thereof...” and references FAR 9.601. Per FAR 9.601, a teaming arrangement is defined as: “Contractor team arrangement,” as used in this subpart, means an arrangement in which—</p> <p>(1) Two or more companies form a partnership or joint venture to act as a potential prime contractor; or</p> <p>(2) A potential prime contractor agrees with one or more other companies to have them act as its subcontractors under a specified Government contract or acquisition program.</p> <p>The instructions provide a distinction between the Offeror and Subcontractors, which is confusing to us in the context of the other parts of the instructions and in relation to the FAR reference. Thus we have the following questions:</p> <p>a. Can DOE confirm that the “Offeror” is the prime contractor, and does not include any subcontractors? As written with the reference to FAR 9.601 and related teaming arrangements, “Offeror” can be construed to include subcontractors.</p> <p>b. Assuming that the “Offeror” only includes the prime, is it DOE’s instruction then that for each member of a joint venture</p>	<p>a. The Offeror is the teaming arrangement, if applicable, submitting the proposal. (See Section L.30 (e)) If a subcontractor is included in the teaming arrangement, then it would be included.</p> <p>b. That is correct.</p> <p>c. Section L provides instructions for submitting the proposal. The Offerors proposal will be evaluated in accordance with Section M.04.</p>

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		<p>(JV), for example, that there would be three separate projects for each firm within the JV? For instance, if the JV consisted of two members, then their proposal would include six projects? And for a JV with three firms, there would be nine projects...and so on? Or is it DOE's intent that the prime offeror (whether it be a single firm prime or a JV) submit a total of three projects, irrespective of how many firms might comprise the JV?</p> <p>c. If one of the JV member firms is relatively new, and they do not have three past performance examples, is it acceptable for them to submit less than three past performance projects?</p>	
3.	L.31	<p>PROPOSAL PREPARATION INSTRUCTIONS - VOLUME II – TECHNICAL PROPOSAL Criterion 4 – Relevant Experience: Please confirm that the response to Criterion 4 is limited to the information provided in the Attachment L-3, Past Performance and Relevant Experience Reference Information Forms that are also to be provided in response to Criterion 1 – Past Experience. In other words, no additional text is expected nor is any information about our experience on any other relevant contracts or projects desired or required.</p>	That is correct.
4.	L.31	<p>Proposal Preparation Instructions, Volume II-Technical Proposal, the instructions indicate that the required information for Criterion 1 (Past Performance) and Criterion 4 (Relevant Experience) is to be reported on the same form (Attachment L-3). The instructions indicate that the form Attachment L-3 is only to be provided once in the proposal. Thus, we have the following related questions:</p> <p>a. For Criterion 4, in addition to the information on Form L-3, can the relevant corporate experience also be addressed with narrative text and tables as opposed to merely referencing Attachment L-3 form?</p> <p>b. If narratives for Criterion 4 are allowable, what is the page limit for Criterion 4?</p>	See the response to Question 7
5.	L.31	<p>In reference to L.31, Proposal Instructions, for Criterion 1, Past Performance, the requirement is the past performance examples be provided for work performed in the last five (5) years. Would DOE consider changing that time-span to the last 10 years? There are</p>	No the time-span will not be changed.

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		<p>elements of the scope of work that require “Nuclear and Mining Facility Engineering and Operational Activities” as well as “International TRU Waste Repository and Scientific Activities.”</p> <p>As DOE is well aware many firms have relevant experience from the Yucca Mountain Project, which was suspended in 2009, which is outside the 5 year window. Further, excluding related YMP and perhaps prior WIPP experience outside the 5 year window would appear to provide the CTAC incumbent an unfair advantage and unnecessarily limit DOE’s ability to evaluate firms otherwise qualified.</p>	
6.	L.31	<p>Proposal Instructions, for Criterion 1 and 4, as related to Attachment L-3, Past Performance and Relevant Experience Information Form, the instructions indicate that the form is limited to 3 pages. Would DOE consider increasing the page limit to 4 pages? With other recent procurement (such as 2013 DUF6 ETS and 2012 PPPO EOTS), the DOE allowed a total of 4 pages.</p>	<p>The pages limitation for Attachment L-3 will be amended to <u>4</u> pages.</p>
7.	L.31	<p>For Volume II – Technical (excluding Cover Pages, TOC, Cover Letter, Cross Reference Matrix, Attachment L-3, Glossary, Key Personnel Resumes, Letters of Commitment), is there a total page limit on Volume II? Per the instructions for Volume II (L.31), the page limit for Criterion 2 is 20 pages and for Criterion 3 is 5 pages. However, for Criterion 1 and 4 there are no page limits for narratives (if permitted), separate from the Attachment L-3 forms.</p> <p>Related to the question above, would DOE allow the following:</p> <ul style="list-style-type: none"> a. An Executive Summary not to exceed 3 pages? b. For Criterion 1, Past Performance, a 1 page introduction/explanation and to direct the reader to Attachment L-3 forms and to indicate that the Past Performance Questionnaires are provided directly to the DOE? c. For Criterion 4, Relevant Experience, an allowance of 6 pages for a short narrative and matrices/tables? 	<p>The page limits are provided for each Criterion. Criteria 1 and 4 page limits are currently three (3) pages per contract or project but will be amended to (4) pages per contract or project with 2 additional pages not included as a part of the Attachment L-3 form. That means the total number of pages for Criteria 1 and 4 will depend of an Offerors teaming arrangement and major subcontractors. Criterion 2 is twenty pages and Criterion 3 is five pages.</p> <ul style="list-style-type: none"> a. The Executive Summary can be as long as the Offeror choses as long as it is within the page limits established in the RFP. b. Criterion 1 will be amended to allow

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			<p>for a 2 page write-up on past performance outside of the Attachment L-3 form.</p> <p>c. Criterion 4 will be amended to allow for a 2 page write-up on relevant.</p>
8.	L, Attachment L-6	Indicates that there are labor hours for approximately 72.25 Full Time Equivalents. How many of those FTEs are incumbents?	45
9.	L, Attachment L-6	<p>We notice that this contract incorporates the Service Contract Act (SCA). Only one of the positions (Administrative Assistant) is listed specifically in the Wage Determination (WD). Other potential SCA positions are listed in Attachment L-6 as well, but which are not specifically identified in or can be matched specifically to the WD:</p> <p>a. “General Clerk” is listed; however the SCA categories in the WD are General Clerk I, II, or III. Please indicate which SCA position that the “General Clerk” falls under.</p> <p>b. “Technical Writer/Editor” is listed. The WD does not have a corresponding match but does show Technical Writer I, II, and III. Please indicate which SCA position is applicable.</p> <p>Also, if applicable, please indicate other positions within Attachment L6 that are covered by the SCA and the corresponding specific WD categories. We could not match other position titles in Attachment L6 to those in the WD.</p>	It is the Contractor’s responsibility to comply with the requirements of the SCA, and to classify any class of service employee with is not in the wage determination so as to provide a reasonable relationship between such unlisted classifications and the classifications listed.
10.	L, Attachment L-6	The position “Project Management Specialist” is listed in Attachment L-6 at 2820 labor hours, along with the positions Project Management Specialist 1, 2, and 3 at differing labor hours. However, a position description for “Project Management Specialist” is not provided in Attachment J-3, although those for Project Management Specialists 1, 2, and 3 are provided. Please provide the position description for “Project Management Specialist”.	The Project Management Specialist position in Attachment L-6 will be removed in an amendment.